

**Town of Twisp
Council Minutes 10/14/2008
7:00 PM**

Meeting called to order at 7:01 pm by Mayor Vern Nations.

Council Members Present: Clint Estes
 Tom Gehring
 Vicki Hallowell

Council members absent: Tina DeRenzo
 Stephanie Hickman

Additions and/or Changes to the Agenda

Council Member Gehring asked to add an update on the Public Development Authority and information about his appointment to the Economic Alliance of Okanogan County.

Pledge of Allegiance

Council Member Gehring led the Pledge of Allegiance.

Public Hearing on Capital Facilities Plan Update

Mayor Nations called the public hearing to order at 7:03 p.m.

The Council discussed the draft Capital Facilities Plan presented by the Clerk/Treasurer. She explained two additions had been made since the draft was given to Council the prior week. Those were a full-sized pickup truck and a rubber-tired backhoe for the Public Works Department. The Mayor asked Public Works Superintendent Johnson about the approximate prices on the list and he replied that these numbers had been estimated using the State contract listing. Other questions were addressed to the Department heads regarding various projects on the listing of priorities. Councilmember Gehring asked about the funding source called "LOCAL" and Clerk Storms explained that it was an acronym for a funding source through the State Treasurer's Office that allowed the Town to get the State bond rate. We had used the LOCAL fund for our tractor purchase in 2007.

Councilmember Gehring suggested two trail projects be added to the list. He recommended that a project for costs of design and planning of a river walk trail be added for 2010. The second project was a pedestrian bridge over the Methow. There were discussions about what costs might run for such a bridge and what Winthrop had spent on theirs in the recent past. It was agreed to put this project on as well at an estimated cost of \$450,000.

The discussion then turned to the replacement of the existing EMS truck that is outdated. There was discussion about how frequently the vehicle is used for responses outside of Town limits in the broader District 6 area. One of the primary uses of the vehicle is for extrications and rescue work at accident scenes. It was discussed that perhaps District 6 should provide a vehicle and

equipment for this work instead. After lengthy discussion about the current condition of the existing vehicle, what has been done to make it as effective as possible, and what alternatives for financing might exist, the EMS vehicle was added to the list as a 2009 project. The proposed financing source was a combination of funds from District 6 and the Town's donation funds for this purpose. A next step would be to revisit the contract with the District and discuss shared financing of this purchase.

Sally Gracie, resident of the Town, said she agreed that this old of EMS vehicle needed replacement. She said it was scary to think of it failing. She voiced the opinion that it is amazing that the Town has this many projects to deal with and she applauded the Council and staff for their efforts to manage it all.

Mayor Nations moved the New Business issue below up on the agenda since Ms. Gracie was available:

NEW BUSINESS

Sallie Gracie addressed the Council regarding the status of the space rented by the library. She explained that their library at 711 square feet was the smallest in the North Central Regional Library network, but had the fifth highest rental rate. She said that until now there had not been a good alternative to add space. Currently, the Room 1 space next to them was going to be vacated on November 1st. She said the library would like to rent the space on a month to month basis for November and December and then make a long-term decision about using that room or another site. She asked the Town to pay for that additional rent for the two months and then consider paying the cost of keeping the room in the future. She said that the NCRL told her that there was a good possibility they could pay their assistance amount (\$2.50 per sf 2008 and \$2.75 per sf in 2009) for the combined total space of about 1400 sf, by modifying the current contract. Clerk Storms reported that the Town currently covers about \$1,700 per year of the rent after the NCRL contract subsidy. If we doubled the space and they agreed to pay half as well, our share would likely be about \$3,400. Ms. Gracie said the rent at the Community Center was going to increase in 2009 and she agreed the net would be near \$3,400.

Council members Estes and Hallowell agreed that the library is an important asset for the Town and strongly supported by our community. Ms. Gracie suggested that \$3,400 was a pretty cheap price for a library as the NCRL pays for the other costs including the librarian's salary.

ACTION: The Council agreed to cover the increased rent for November and December, amending the budget accordingly, while the Library Friends consider the options and get back to the Council. Clerk Storms will add this to the budget revision for 2008.

PUBLIC COMMENT PERIOD

No members of the public present.

MINUTES

MOTION:

Council Member Gehring moved to approve the September 23, 2008 minutes as presented. The motion was seconded by Council Member Hallowell and passed with Mayor Nations voting. Councilmember Estes abstained as he was not present at the September 23rd meeting.

MAYOR NATIONS UPDATE

Mayor Nations said he did not have much of a report for the past couple of weeks. He introduced Randy Johnson, the new Public Works Superintendent that he'd selected from the candidates.

DEPARTMENT HEADS AND COMMITTEE REPORTS

Keith Comstock, Fire Chief

Chief Comstock reported that the Department had taken a vote to fill vacant officer positions. They also had voted to appoint a representative to the Pension Board. He gave Clerk Storms a roster of who was voted in.

The Chief also reported that Shull's Towing had hauled off the hulk vehicles at the station and that Larry Smith had not picked up the truck he'd bought from surplus. He said one more vehicle owned by the District, which was to be sold as surplus, remained to get rid of as well as the Crown Victoria, which we did not sell from the last ad. He stated that he'd like to talk with the new Public Works Superintendent Randy Johnson about where they could store snow and still leave access to their storage pod.

Rick Balam, Police Chief

Chief Balam reported that things in his department have slowed down a bit and he feels it will be on the decline through about April. He said that it was one of the slowest hunting season opening weekends (for law enforcement issues) he's seen. He gave the report of cases for the past month.

Randy Johnson, Public Works Superintendent

Superintendent Johnson presented his report to the Council. He ran down a long list of items he and his staff had addressed in his first week, including:

- The winterizing is about done at the pool, adding antifreeze and pulling probes out of the heat sensors to take to the treatment plant. The propane is turned off. The leak was still not found, but their next step will be to test the 10" lines. He felt Dave Hunter has a good idea of what needs to be looked at to find this leak.
- He'd spoken with Don Popoff regarding the 2nd Avenue project punch list and would be meeting with him on Thursday morning.
- Regarding equipment, the hitch is on the 550 truck now and the plow is being repaired. The snow blower is installed on the tractor and they are going to have work done on the blade on the dump truck.
- He reported after meeting with the AWC Insurance representative, he had decided one of the first orders of business was to clean up the supplies that were spread around in different locations in Town and get them back inside the fence at the sewer plant where they could find things when they need them. The crew had been working hard at that task and cleaning out buildings at the plant so they'll be available for better organization and storage. The small shop had been cleaned out and they planned to put a door on it to keep the jet washer so that the police department could move forward with renovating the garage at Town hall into office space.
- He had also talked with Don Popoff regarding the sewer outfall situation and was advised to proceed with some handwork as soon as possible to cap off some of the outlets on the

outfall and measure the effect at the manhole. If capping them has no backflow effect, the outflow will meet DOE's requirements if they also add signage to warn people recreating in the river.

- He also reported that Don Popoff of RH2 was moving and leaving the firm, but Karen Kornher was going to take his place on the Town's 2009 projects. He said prior to RH2, Karen had come from an engineering firm working in Snohomish County that he had some personal knowledge of in the past. He said he and Don Popoff are confident that she will work hard on the Town's behalf. Don wants to meet, in part, to make sure she is well-informed about the issues on these projects.
- The last issue Randy reported was that KC Moriarty would be going to a session October 28th through 31st to keep up on his sewer certification training.

- **Colleen Storms, Clerk/Treasurer**

Clerk/Treasurer Storms reported that she had a draft of the budget done and was reviewing it with the Department Heads. She explained that the national economy is making it quite difficult to forecast some revenues and expenses for next year like sales tax revenue and fuel expenses. She will take the approved Capital Facilities Plan and integrate that into the budget and bring back a draft of the available revenues for the next meeting where property taxes will be discussed.

OLD BUSINESS

RESOLUTION 08-427 CAPITAL FACILITIES PLAN UPDATE

Resolution 08-427 was presented to adopt the Capital Facilities Plan update as amended from the Public Hearing. Clint Estes moved and Vicki Hallowell seconded a motion to adopt Resolution 08-427. The Resolution was adopted unanimously.

PARKING ON 2ND AVENUE AND IN FRONT OF THE POST OFFICE

The Council discussed the request from bank manager Matt Swenson about the parking spots on 2nd Avenue next to their parking lot. He had asked that the Town not set time limits on the spots so that they could be used by employees if necessary. Councilmember Gehring offered the comment that the bank makes their lot available to the public after hours for the good of the community. He felt a compromise to allow them to use the parking possibly for employees might work. There was discussion with Chief Balam about whether there were known parking problems in the area and if the businesses across the street had enough on-site parking. He said he believed they did have enough spaces and agreed that not restricting the parking might work fine and should be tried. The council agreed that they would not set time limits for 2nd Avenue parking spots.

The parking in front of the post office was then discussed. Council asked if there had been complaints about parking being unavailable in front of the post office, to which Chief Balam said that there had been. The general consensus was that there are problems there that can even occur after hours because of people accessing their post office boxes and neighboring businesses drawing customers at night. However, at this time the restaurant next door has not been open. There was also discussion regarding the fact Glover was going to be reconstructed in the spring. It was suggested that the Town wait until the road is repaved to address the post office parking and determine the best location for signs.

NEW BUSINESS CONTINUED

COUNCILMEMBER GEHRING AND THE WA TRAILS COALITION CONFERENCE

Councilmember Gehring presented a handout that summarized each session of the conference with a couple of key bulleted phrases. He said that while some of the discussion was more of a repeat of things he'd learned being part of the PDA group and participating in other processes, he felt that some of the contacts he made were quite valuable. He said that one of the most promising conversations was with the National Parks Service that was very excited about the Town of Twisp's river trail concept and offered that they had technical assistance available that the Town might want to apply for in 2009. He said that if they contributed to a project, there was a good chance the support would leverage other funders. He also discussed some projects that other jurisdictions were working on that offered ideas for Twisp. He said one big issue was securing access to the riverfront. Mike Price, a former Mayor of the Town of Twisp, was present and added some comments about this quest for right-of-way for the trail project in the past. Tom said he feels having the planning of this trail back on the table is very important to Twisp and he wants to see it through this time.

APPROVAL OF HIRING NEW PUBLIC WORKS SUPERINTENDENT

The Mayor asked for the approval of his hiring of Randy Johnson to replace Gary McConnell as Public Works Superintendent. Councilmember Hollowell moved and Councilmember Estes seconded a motion to hire Randy Johnson for the position. Motion passed unanimously.

RESOLUTION 08-428 CAPITAL AND FIXED ASSET POLICY

Clerk Storms presented a draft Capital and Fixed Asset Policy. She explained that the Town needed to identify what assets should be included as Fixed Assets subject to special rules and tracking. She had recommended a threshold of \$5,000 in the draft policy and explained why higher limits might be unreasonable for a small Town, but lower limits could cost more in tracking costs than the risk warranted. She also explained that the disposition of surplus or obsolete assets was addressed in the policy and gave examples of situations the Town faced several times a year regarding property. She also stated that to her knowledge the Town had not suffered any losses of fixed assets or equipment due to theft or misplacement in the years she had been on staff. She addressed questions the Council had about this policy.

MOTION

After the discussion, the motion was made by Tom Gehring and seconded by Clint Estes to pass Resolution 08-428, which adopts the Capital and Fixed Asset Policy for the Town of Twisp. Motion passed unanimously.

PUBLIC COMMENT

Mike Price, resident of the Town of Twisp and former Mayor, brought an issue to Council that causes him quite a bit of concern. He explained he brought the issue to the Planner and Building Inspector previously and felt the normal channels did not produce results. He explained the issue further and said he has a compelling interest in having the Town enforce its setbacks in his neighborhood.

He said his neighborhood consists of narrow lots, his is the narrowest with 4-5 lots all bordering his yard. He explained he operates a business out of a building on his property and also resides there. He said there are a lot of accessory buildings in their neighborhood built right up to fence lines. He became concerned when a bordering neighbor started to remodel the existing woodshed and re-build a structure that they said was for “overnight housing for visiting musicians”.

He told how he had called the Town’s Planner Don Willson when he heard of the plans because the new building was right on the fence line. His concern was that the residential setback was 5 feet. He explained that the commercial setback is 0 feet and Don said he didn’t feel the neighbor’s plan was an issue because the new zoning of the neighborhood was commercial. However, Mike had argued that the residence existing on his neighbor’s property was a nonconforming residential use. He felt that the planners approach to basically tell Mike that he needed to work it out peacefully with his neighbor was unprofessional and not good for the Town. He had brought several reasons to the Planner why the construction of this building should not be allowed including: the fact the old walls of the building were right on the fencing of the lot adjoining Mike’s property, Mike’s permitted use of his property for business included storing paint and finishes that could be an issue in case of fire; and as a non-conforming use, he didn’t understand why the Planner would allow his neighbor to expand that use.

Mike finished by saying that he felt that the biggest problem was if the Town of Twisp was going to continue to allow these types of intrusions and violations in the future. He said this construction basically exceeds the percentage of build-out allowed on the lot and ignores the setbacks laid out in the Code. He said he didn’t expect to change the construction that had occurred and said that because of his inquiries, the Twisp Building Inspector had required more quality in the construction already. He was just concerned that if this lack of leadership on the part of the Planning Department continued, he could be surrounded by properties with increased non-conforming uses. He feels the Town has allowed someone to circumvent the rules and doesn’t want to see this repeated.

The Mayor and Council acknowledged his concerns and Clerk Storms explained that we have a new planner Sarah Shrock who has already demonstrated that she is not going to be quick to allow extensions of non-conforming uses. The Council agreed that if there were other activities in the neighborhood that generated new concerns, they would like to hear about it and thanked Mr. Price for conveying this information.

ROUTINE APPROVALS

Vouchers audited and certified by the auditing officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, have been recorded on a listing, which has been made available to the Town Council.

The following voucher/checks are approved for payment by a majority vote on this 14th day of October, 2008:

Francotyp-Postalia	ACH	\$500.00	09/24/08
Payroll	#25714 - #25720	\$21,350.07	10/02/08
Checks/Vouchers	#25721	\$50.00	10/03/08
Cashmere Valley Bank	ACH	\$1,254.99	10/05/08
Payroll	#11959 - #11979	\$19,947.57	10/14/08

Checks/Vouchers	#25722 - #25775	\$34,497.28	10/14/08
Checks/Vouchers	#25776 - #25783	\$7,810.00	10/15/08

MOTION:

Council Member Hallowell moved to approve the current accounts payable and current payroll and benefits and to disburse payment. The motion was seconded by Council Member Estes and passed unanimously.

There being no further business to come before the Council, Council Member Gehring moved to adjourn the meeting. The motion was seconded by Council Member Hallowell and passed unanimously. Meeting adjourned at 9:58 p.m.

APPROVED:

Mayor Vern Nations

ATTEST:

Clerk/Treasurer Colleen Storms